



Westerner Park is Western Canada's Event Centre...Your Home for Celebration! We provide premier facilities and service for agriculture and trade, sports and entertainment, conferences and meetings. We are community and team focused and continually growing.

Under the direction of the Premium Services Manager, the Suite Runner assists the Suite Attendant with serving meals to our guests in our Premium Suites. This position plays a key role in our Premium Services team to deliver an exceptional culinary experience for our guests and clients.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Under the direction of the Premium Services Manager, the Suite Runner is responsible for but not limited to, the following duties:

- Expedite orders requested by guests or management
- Assist the Suite Attendants in serving meals to guests in the suites
- Responsible for responding to additional requests and determining when the meal has been completed
- Assist in all customer needs and ensure guests' 100% satisfaction
- Deliver product during events in a timely and courteous manner
- Maintain sanitation, health and safety standards in work areas
- Maintain the highest level of professionalism and service while abiding by Westerner Park's service standards
- Communicate with Supervisors and Management
- Work as a team with fellow associates and other service departments within the Premium Suites area
- Perform and successfully complete tasks assigned by management

PHYSICAL DEMANDS

- Ability to stand for long periods of time
- Occasional environmental exposures to cold, heat and water
- Must be able to transport up to 20 pounds regularly. Occasional lifting up to 40 pounds

EXPERIENCE & QUALIFICATIONS

- Must be at least 18 years old
- Must possess or have the ability to obtain ProServe
- Stadium/Arena suites experience preferred; orientation and on-the-job training are provided
- Possess good interpersonal skills



- Ability to follow direction with minimum supervision
- Ability to work well under pressure in a fast-paced environment
- Must be willing to work hours that vary, according to the event schedule
- Strong team work attitude

CORE COMPETENCIES

- Results Focused – Pays attention to detail, knowing what results are important and focusing effective efforts to achieve them
- Teamwork – Works cooperatively and productively to get the job done
- Communication – Able to communicate effectively and maintain positive relationships with employees, guests and clients
- Adaptability – Able to adapt to changes in the workplace
- Problem Solving Skills – Ability to problem solve and identify solutions to address client and guest issues and needs

AFFILIATIONS Member of Westerner Employees Association

RATE OF PAY **\$15.00**

TO APPLY Please email your Cover Letter and Resume to Human Resources with your name and the name of the position you are applying for in the subject line to HR@westernerpark.ca

This job description is not intended to be all inclusive. Personnel may perform other related duties as requested to meet the ongoing needs of the organization.

Thank you for your interest with Westerner Park. We look forward to reviewing your application.

Important Message: We thank all those who apply. Only those selected for further consideration will be contacted. This position will remain posted until successful applicants are found.